

**TOWN OF WEBSTER**  
**Office of Selectmen**  
**945 Battle Street/Rte. 127**  
**Webster, NH 03303**

7:00 P.M. Selectmen's Meeting – October 31, 2011

Present: Chairman George Cummings, Selectman George Hashem (via telecommunication during the non-public sessions only) and Selectman Bruce Johnson.

The Board signed the payroll and check manifests.

Chairman Cummings advised that Selectman Hashem was unable to attend tonight's meeting as he was out of Town, but would be able to join the Board via the telephone.

As Police Chief Robert Dupuis needed to leave, Chairman Cummings called on him first.

Chief Dupuis presented or advised the Board of the following:

- A vacation request for Lieutenant Philip Mitchell for November 22<sup>nd</sup> and 23<sup>rd</sup>.
- There were 27 calls for service including a burglary and eight motor vehicle stops, etc.
- The cruiser he drives was at the garage recently regarding noise from the muffler. Some gaskets were replaced, which improved the noise, but further review revealed the muffler needed replacing at a cost of around \$400.
- Chief Dupuis advised that the senate has not yet passed HB 334 regarding firearms in public buildings. However, he found the last section of the bill confusing. He read that section listing exclusions to the bill regarding all real property owned by the Town, which would be under the control of the Selectmen. He advised that the bill had passed the Committee, but not the House or Senate nor does it have the Governor's signature. Some discussion followed regarding the Selectmen's authority over real property and the wording of the statute. Chief Dupuis will call Senator Andy Sanborn to further discuss this. Chairman Cummings inquired as to when Senator Sanborn was to visit the Selectmen again. Mrs. Jones will call his office to schedule visits for 2012.
- Chief Dupuis inquired as to whether Chairman Cummings had visited Guide Board Hill Road. He had, but advised that no one was home. He went again to look, found that it was pretty well filled in, but had been dug out again. Chief Dupuis indicated that the Army Corp was complaining and would like to invite them to a meeting. He had advised them that the road was a Class VI Road and suggested they read the statute regarding Class VI roads, which would state what the law allows. Chairman Cummings agreed there was nothing the Town could do, even filling in the area. He could talk to the folks involved and indicate that they were the ones that were responsible for the hazard and could be open to possible civil action, which the Town would support if it came to that. Chief Dupuis has verbally spoken with them and will now write to them, probably before the next meeting. No other decisions were made.
- Chairman Cummings returned to the subject of the replacement of the muffler on the cruiser, estimated to be around \$400. The Board asked about the cars general condition. Chief Dupuis advised that the transmission had been replaced a few years ago, but basically it runs well. It does have about 127 thousand miles on it and should be replaced next year. He had concerns regarding the new and different models of cruisers being offered and their ability to meet the Town's needs, citing some of his concerns. There was discussion on the cruiser replacement cycle, noting that one was purchased in 2010. At this time the Board agreed to replace the muffler and a purchase order will be prepared for the next meeting.

7:16 P.M. Chief Dupuis requested a non-public session pursuant to RSA 91-A:3 II (a) and (b) regarding personnel matters relative to hiring and compensation. Administrative Assistant Judith Jones requested a non-public session pursuant to RSA 91-A:3 II (a) relative to compensation.

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G. K. Hashem

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B. G. Johnson

Selectman Johnson made a motion to go into non-public session pursuant to the above stated statutes and purposes; seconded by Chairman Cummings. Roll call: Chairman Cummings – yes and Selectman Johnson – yes. Chief Dupuis and Mrs. Jones were asked to join the session.

The non-public session is written separately.

7:32 P.M. Chairman Cummings reconvened the meeting. Selectman Hashem was able to participate in the meeting via the telephone. Chairman Cummings advised that the Board discussed a hiring situation and compensation. The minutes are not sealed and will be available in 72 hours as required.

Fire Chief Colin Colby shared the following with the Board:

- The Department is hosting an open house this evening. They are greeting the kids and are providing them with handouts and letting them go through the fire department equipment.
- There are 130 calls to date, down considerably from last year's figures at this time.
- Firefighter Rob Wolinski did a brief presentation, which went over very well, at the elementary school last week on fire prevention and provided handouts for the kids.
- Sandy Weld is searching the archives for a "mission statement" and if not found, one needs to be written.

Selectman Johnson thanked the Fire Department for going to the school last week, saying it is an invaluable lesson for the children to learn by seeing what a firefighter looks like in full dress and receiving other information such as gathering place for emergency, etc. Chief Colby said that Firefighter Wolinski does a great job with the children.

Martin Bender met, as an unofficial member of the Agricultural Commission, to request that \$500 be put in the 2012 budget. It would be used for various projects sponsored by the Commission. The Board agreed to put this amount in the preliminary budget, but made no guarantees that it would be approved.

Mr. Bender presented the proposed 2012 Library budget, which is up by \$933. This was mostly due to an increase in the Librarian's salary and for housekeeping measures such as carpet cleaning.

Mr. Bender, as ZBA Chairman, and Jere Buckley, as Planning Board Chairman, addressed their 2012 proposed budget. PB/ZBA Secretary Therese Larson had e-mailed the Board members the proposed budget. Mrs. Jones advised that she and Mrs. Larson had worked on it together, but it was only a proposal for the Board's consideration and not meant to be the final proposal for the Selectmen. Both chairmen supported a raise for the Secretary and advised that they didn't have issues with the remaining proposal. However, Mr. Buckley said he was surprised to see both Boards under one budget, but could understand why. Chairman Cummings recommended that the respective Boards review the budget at their next meetings and come back to the Selectmen at their meeting on November 28<sup>th</sup>.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the October 3, 2011 minutes as written; seconded by Chairman Cummings and approved.
- Mrs. Jones pointed out an error in the October 3, 2011 Selectmen's Minutes whereby the Board appointed Paul Silberman as an alternate to the ZBA until 2014. As Mr. Silberman was completing Martin Bourque's term, Mr. Silberman's term should expire in 2012. Selectman Johnson made a motion to accept the Selectmen's Minutes of October 3, 2011 with the amendment as stated by Mrs. Jones; seconded by Chairman Cummings and approved.
- Selectman Johnson made a motion to approve the Selectmen's Minutes of October 17, 2011 as written; seconded by Chairman Cummings and approved.
- Selectman Johnson made a motion to do an Interfund transfer from Legal 01-415301-320 to TH Bldgs. 01-419406-430 to cover expenses incurred by the clerk of the works in the amount of \$404.40 exclusive of an

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offset of \$5.25 previously transferred from the Capital Reserve for this purpose; seconded by Chairman Cummings and approved.

- Sick leave slip for Mrs. Jones.
- Tax Commitment for PO 2 for 2011 for the Tax Collector. Discussion followed on the tax rate and the break-down for the municipal, school and county.

Selectman Johnson inquired as to why the audio and the written minutes were not put on the website as soon as the minutes are prepared. After discussion, the Board decided to put the audio on the day after the meeting and the written minutes will be put on the website as a draft as soon as they are ready.

There was a brief discussion on other Board minutes and audios. Mr. Buckley noted that when the minutes are written within the window, they cannot be changed, agreeing that it made sense to put them on the Website. Mrs. Jones advised that this could easily be done if the Boards so decided. Mr. Buckley noted that this procedure should be made a part of the policy on the various Boards' procedures. There is no written policy regarding this and no decisions were made at this time.

Barbara Corliss inquired why all the policies were not on the web. Mrs. Jones advised that some policies are on the web, but not all. It was decided to put all the policies on the web.

Chairman Cummings inquired about the "Refuse Disposal Policy" amendments. Mrs. Corliss advised that they just received the attorney's opinion on the "hold harmless" language regarding those items taken from the "recycling table" at the landfill. Mrs. Corliss noted that they were still discussing or clarifying the issue of paying for the full amount on loads over 400 lbs. whether it is a commercial hauler or an individual. The committee meets on Thursday and invited the Selectmen to attend.

Selectman Johnson made a motion to do an Interfund transfer from Legal 01-415301-320 to TH Bldgs. 01-419406-430 to cover expenses incurred by the clerk of the works in the amount of \$404.40 exclusive of an offset of \$5.25 already transferred from the Capital Reserve previously; seconded by Chairman Cummings and approved.

The Board signed the following for Financial Administrator Wendy Pinkham:

- Accounts Payable Check Warrant for a manual check transferred by ACH for the Library, which is the Library's last check of the year.
- A check register for a single check cut on 10/18/11 to P.R.E.P. requested after the last Selectmen's Meeting.
- Three Intents to Cut: Barbara Corliss – Map 9-25 & 27, Map 6-102 and Map 7-61. Mrs. Pinkham explained that some of the intents will be held until Road Agent Emmett Bean returns to review the temporary driveway permit for those lots on Gerrish Road as he indicated he wanted to talk to the logger. Mr. Bean told Mrs. Pinkham that he had no issue with the intent for Deer Meadow Road as long as the existing driveway was used, which Ms. Corliss confirmed was the case. Ms. Corliss explained that some lots to be cut are out to bid, therefore there is no logger designated at this time to put on the form.

Mrs. Pinkham advised that a check in the amount of \$5,958.91 from FEMA had been received because of damage from Hurricane Irene.

Treasurer Mary Smith provided the Board with a spreadsheet for the impact fees, of which she has custody. There was discussion on what the funds can be used for. No decisions were made.

Chairman Cummings reminded folks that there is a Selectmen's posted meeting in Salisbury at Academy Hall on November 2, 2011 at 7:00 PM to hear the Police Chief of Temple and Greenville give a presentation regarding shared Police services.

Selectman Johnson provided the revised "Website Policy" for the Board's review. He had called LGC for information, had reviewed the Town of Pembroke's Policy as well as the State of Vermont's policy, using those as guidelines to be

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sure that all key points were covered. Some additional changes were recommended at this time. Selectman Johnson will make those recommended changes and present the policy at the November 14<sup>th</sup> thereby giving Selectman Hashem a chance to review the changes as well.

It was brought to the attention of the office that Webster's assessing information is available through Avitar, our assessing software provider, to those realtors, appraisers, etc. that pay them a fee. Mrs. Jones had asked if the Board was aware of this and if they wanted this practice to continue as the Town may request that it be removed from their site. Mrs. Pinkham advised that, though it was not much, the copying of cards was a revenue source. Mrs. Jones advised that this has been ongoing for some time so she did not think that it would affect the revenue even if Avitar continued this practice. Selectman Johnson asked if any past Board had made any decision regarding this. Mrs. Jones' recollection was that the previous Board said no to having the assessing on the website though the Town has the availability to do so at a cost of around \$1,500 annually. After a lengthy discussion on the pros and cons of having this public information available through this avenue, it was decided to put it on the next agenda.

Selectman Johnson inquired about the new laws regarding taxing of the telephone poles. Mrs. Jones talked with Jeff Earles from Cross Country Appraisal Group who told her that there was a very gray area in the statute and he recommended a "wait and see" approach at this time. Mr. Earles said that it would cost approximately \$25,000 to do the assessing and felt that there would probably be abatements filed. He also indicated that there were no clear guidelines or standards on how to do the assessing. Chairman Cummings indicated that he wouldn't mind a conservative approach at this time and see what others do. Selectman Johnson felt that the Board should heed the advice of Mr. Earles at this time.

Selectman Johnson thanked the Conservation Commission and folks of the community for cleaning the Paul Mock Forest.

8:45 P.M. Selectman Johnson made a motion to adjourn the meeting; seconded by Chairman Cummings and approved.

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**George C. Cummings, Chairman**

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**George K. Hashem (non-public session only)**

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**Bruce G. Johnson**

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G. C. Cummings

G. K. Hashem

B. G. Johnson